



TO: All Unemployment Insurance Tax Administration Staff
All Unemployment Insurance Integrity Field Auditor Staff

FROM: Ronald L. Stiver *RS*
Commissioner

THROUGH: Maureen Weber, Deputy Commissioner
Employment Growth

DATE: August 30, 2006

SUBJECT: DWD Policy 2006-07
Transferring Funds between an Employer's State Unemployment Tax Account
and its Skills 2016 Account per Indiana Code 22-4-32-19

Purpose

To establish guidelines for the Indiana Department of Workforce Development to transfer funds between an employer's State Unemployment Tax Account and its Skills 2016 (Worker Training) Account per Indiana Code 22-4-32-19

Rescission

None

Background

In General Some employers may have outstanding credits on their State Unemployment Tax Account and have outstanding liabilities on their Skills 2016 (Worker Training) Account.

Transferring Funds With the passage of Senate Bill 321 and corresponding changes to Indiana Code 22-4-32-19 effective July 1, 2006, the Indiana Department of Workforce Development has the ability to transfer funds between an employer's State Unemployment Tax Account and its Skills 2016 (Worker Training) Account.

Contents

On a daily basis, Unemployment Insurance Tax Administration will receive a report that reflects the outstanding credits on each employer's State Unemployment Tax Account having outstanding liabilities on its Skills 2016 (Worker Training) Account that are over twenty-one (21) days old and vice versa (Exhibit 1).

After reviewing the report for validity, Unemployment Insurance Tax Administration will send a netted grand total of the transfers to Trust Fund Accounting, Exhibit 2, so that Trust Fund Accounting may transfer the funds to the appropriate accounts. At the same time, Unemployment Insurance Tax Administration will generate ledger card transactions moving the credits from each affected employer's State Unemployment Tax Account to its Skills 2016 (Worker Training) Account and vice versa.

As appropriate, a letter, Exhibit 3, shall be sent to the appropriate employer informing the employer that the Indiana Department of Workforce Development applied the applicable amount of its outstanding credit balance on its Skills 2016 (Worker Training) Account to its State Unemployment Tax liability, or Exhibit 4, shall be sent to the appropriate employer informing the employer that the Indiana Department of Workforce Development has applied the applicable amount of its outstanding credit balance on its State Unemployment Tax Account to its Skills 2016 (Worker Training) Account.

Review Date

July 1, 2008

Ownership

Unemployment Insurance Tax Administration
Indiana Department of Workforce Development
10 North Senate Avenue
Indianapolis, Indiana 46204

Effective Date

July 1, 2006

Action

All staff working with unemployment insurance tax should be notified regarding this policy. Any questions regarding this policy may be addressed to the Supervisor of Internal Support, Unemployment Insurance Tax Administration, at 317/233-4087.

Attachments

- Exhibit 1 Part 1 – CR/DR Cross-reference, Part I, Tax-IWT
- Exhibit 1 Part 2 – CR/DR Cross-reference, Part II, IWT-Tax
- Exhibit 2 – IC-4-32-19 Transfer credits letter to Trust Fund Accounting
- Exhibit 3 – Letter to Employer Moving Credits from Unemployment Insurance to Skills 2016 (Worker Training)
- Exhibit 4 – Letter to Employer Moving Credits from Skills 2016 (Worker Training) to Unemployment Insurance

REPORT ID : TEL091R
PROGRAM ID : T6090
RPTG PERIOD: 05/19/06
MINIMUM RPTG AMT :

INDIANA DEPARTMENT OF WORKFORCE DEVELOPMENT
UNEMPLOYMENT INSURANCE

PAGE : 1
DATE : 05/19/06
TIME : 13.15.10

CR/DR CROSSREFERENCE, PART I, TAX-IWT

ACCOUNT NUMBER	EMPLOYER STATUS	LB TP	LIABILITY NUMBER	LIABILITY STAGE	LIABILITY STATUS	LIABILITY EFF DATE	AGE IN DAYS	CREDIT OUTSTANDING	IWT LIABILITY OUTSTANDING
XXXXXX	INV TERM	CM	0035295	ISS	ACT	07/31/88	480	12,345.00CR	345,678.00
ACCOUNT NUMBER	EMPLOYER STATUS	LB TP	LIABILITY NUMBER	LIABILITY STAGE	LIABILITY STATUS	LIABILITY EFF DATE	AGE IN DAYS	CREDIT OUTSTANDING	IWT LIABILITY OUTSTANDING
XXXXXX	ACTIVE	CM	0134275	ISS	ACT	07/31/98	180	12,345.00CR	345,678.00
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0.00

CR/DR CROSSREFERENCE, PART II, IWT-TAX

ACCOUNT NUMBER	EMPLOYER STATUS	LB TP	LIABILITY NUMBER	LIABILITY STAGE	LIABILITY STATUS	LIABILITY EFF DATE	AGE IN DAYS	CREDIT OUTSTANDING	TAX LIABILITY OUTSTANDING
XXXXXX	INV TERM	CM	0035295	ISS	ACT	07/31/88	480	12,345.00CR	345,678.00
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XXXXXX	INV TERM	CM	0035295	ISS	ACT	07/31/88	480	12,345.00CR	345,678.00

To: Trust Fund Accounting
Thru: Inter Support Supervisor
From: Refund Accountant
Date:

Per IC 22-4-32-19, Please transfer the following credits from State Unemployment Tax Act receipts to Skills 2016 (Worker Training) Assessment liabilities:

	CR. Amount		Amount
From Tax		To Skills 2016	

Per IC 22-4-32-19, Please transfer the following credits from Skills 2016 (Worker Training) Assessment receipts to State Unemployment Tax Act liabilities:

	CR. Amount		Amount
From Skills 2016		To Tax	

Date

Employer Name
Employer Address
Employer City, State, Zip

RE: Employer Account #

Dear Employer:

Indiana Code §22-4-32-19 authorizes the Department of Workforce Development (the "Department") to set off any refund available to an employer against any delinquent unemployment insurance contributions, payments in lieu of contributions, Skills 2016 (Worker Training) assessments and the interest and penalties, if any, related to the delinquent payments and assessments. In accordance with this statute, the Department has applied \$_____ of your outstanding credit balance on your State Unemployment Tax Account to your Skills 2016 (Worker Training) Assessment.

If you have any questions or concerns related to this transfer of funds, please feel free to contact me at (317) 232-1026.

Sincerely,

Accountant
Unemployment Insurance Tax/Refund Section

Date

Employer Name
Employer Address
Employer City, State, Zip

RE: Employer Account #

Dear Employer:

Indiana Code §22-4-32-19 authorizes the Department of Workforce Development (the "Department") to set off any refund available to an employer against any delinquent unemployment insurance contributions, payments in lieu of contributions, Skills 2016 (Worker Training) assessments and the interest and penalties, if any, related to the delinquent payments and assessments. In accordance with this statute, the Department has applied \$ _____ of your outstanding credit balance on your Skills 2016 (Worker Training) Assessment to your State Unemployment Tax liability.

If you have any questions or concerns related to this transfer of funds, please feel free to contact me at (317) 232-1026.

Sincerely,

Accountant
Unemployment Insurance Tax/Refund Section

EXHIBIT 4